

## **Director of Development and Community Services**

The Town of Ridgeland, South Carolina seeks a Director of Development Services. The Town of Ridgeland is a full-service municipality located in Jasper County SC and is close to the communities of Bluffton and Hardeeville. It is an authentic lowcountry community boasting an exceptional quality of life with a population of 4,036. The Town has an operating budget of \$3.7M for its general fund and an enterprise fund budget of \$1.8M with a total of 49FTE's.

This position is appointed by Town Council and reports to the Town Administrator. The primary duties of the Director include: oversight of plan review for commercial, industrial and residential development; preparation for and analysis of future development or redevelopment within the Town; development of the Comprehensive Plan; presentation of recommendations to Town Council, the Planning Commission and the Board of Zoning Appeals; facilitation of an effective program of economic development including the recruitment, retention and expansion of businesses. Oversees the review processes for all applications for consideration by the planning commission, board of zoning appears to assure timely action and compliance with regulations; meets with potential and actual applicants as required; approves building plans for zoning ordinance compliance.

The successful candidate will have a Bachelor's Degree in Urban Planning, Public Administration or a related field and AICP planners' certification preferred. Relevant experience in a Town of comparable size and complexity may be substituted as appropriate. Five to seven years of experience in applying the principles, practices and techniques of planning and development and effective land use. Must have excellent communication and analytical skills along with tact and diplomatic skills; must have knowledge of GIS mapping and CAD. A valid state driver's license and satisfactory motor vehicle record is required.

The Town of Ridgeland is an equal opportunity employer. The Town of Ridgeland considers all positions without regard to race, color, religion, sex, national origin, age, or veteran status, the presence of a non-job related medical condition or handicap, or any other legally protected status.